



ADDENDUM #1

RFP-2022-BDAS-07-RESEA

Research and Development Services for Doula Supports and Recovery Coach -
Supports for Pregnant People Affected by Perinatal Substance Use

On October 22, 2021, the New Hampshire Department of Health and Human Services published a Request for Proposals, soliciting proposals for the provision of services to research and develop evidence-informed models for a future program of dual-certified doula and recovery support worker(s) (CRSW) to support pregnant and postpartum people (PPP) affected by perinatal substance use disorder (SUD).

The Department is publishing this addendum to:

1. Change the title of this Request for Proposals to:

Research and Development Services for Doula Supports and Recovery Coach -
Supports for Pregnant People Affected by Perinatal Substance Use.

2. Delete and replace Section 3 Statement of Work, Subsection 3.2 Scope of Services, Paragraph 3.2.1 with the following:

3.2.1 The selected Vendor will define the programmatic, operational and technical requirements needed to develop a future procurement for the Department to solicit services for implementation of a certified doula/CRSW program for pregnant and post-partum people.

3. Delete and replace Section 3 Statement of Work, Subsection 3.2 Scope of Services, Paragraph 3.2.7 Project Deliverables Subparagraph 3.2.7.1 with the following:

3.2.7.1 The selected Vendor will provide services in accordance with Chart 3.2.7.2 Activity, Deliverable, or Milestone, below. Any document, including written deliverables, must be delivered in a format specified by the Department, and must be available in an electronic format (Microsoft Office).

4. Delete and replace Section 3 Statement of Work, Subsection 3.2 Scope of Services, Paragraph 3.2.7 Project Deliverables, Chart 3.2.7.2 with the following:

Chart 3.2.7.2

Ref. #	Activity, Deliverable, or Milestone	Deliverable Type
	Project Management	
1.	Conduct project kick-off meeting	In-person or virtual
2.	Finalized work plan	Written

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Chart 3.2.7.2

Ref. #	Activity, Deliverable, or Milestone	Deliverable Type
3.	Weekly stakeholder outreach/ interview progress report	Written
4.	Weekly project status reports	Written
	Research	
5.	Conduct research to develop no less than two (2) recommended models for a certified doula/ CRSW worker pilot program	Written
6.	Interview key Department and community stakeholders to gain a strategic view of Department and community needs and program goals	Written
7.	Conduct research of industry standards and possible solutions	Written
8.	Conduct research to determine budget estimates for the implementation of the new dual-certified doula and CRSW program	Written
	Presentation	
9.	Presentation of preliminary findings	Written
10.	State acceptance of preliminary findings	N/A
11.	Delivery of final report	Written
12.	Develop budget estimates for the implementation of the proposed solutions	Written
13.	Final reports submitted and accepted by DHHS	Written
	Final Report	
14.	Solution Recommendations – A document listing the specific, measurable deliverables for implementing the program with associated acceptance criteria, including a formal statement of needs, rules, tests, requirements, and standards that must be used when reviewing each deliverable for acceptance by the Department	Written
15.	Market Research Report – A document featuring the results of market research on potential solutions available in the commercial and public sector marketplaces and an estimated budget	Written
16.	Identify Risks – Provide a list and description of potential risks	Written
17.	Training and Readiness Plan – A document detailing a proposed training and readiness plan for the Department and the network of community providers that will support the rollout dual-certified doula and CRSW program. The plan shall include, at a minimum, audiences, roles and responsibilities, training tools and methodologies, frequency, confidentiality and privacy safeguarding of client information, and performance measures	Written
18.	Statement of Work - A descriptive document that defines the entire scope of no less than two (2) recommended models. It shall include, at a minimum, project-specific activities, requirements, deliverables, and timelines for providing services to a client.	Written



5. Delete and replace Section 3 Statement of Work, Subsection 3.2 Scope of Services, Q2, with the following:

- Q2** *Provide a preliminary Work Plan in Excel format for the completion of all Activities, Deliverables, and Milestones specified in Chart 3.2.7.2 above. The preliminary project work plan shall depict tasks, task dependencies, schedule, milestones, deliverables and payment schedule.*